GoCat Live Audio or Video Presentations in Assessment

Academic guidance

A video version of this resource is available on the HEFi website

Introduction

- Live online video uses real-time video calls between a student and assessor. It is useful for situations where the assessor is required to interact with the student, for example as part of an interview, conversation or oral examination.
- A useful overview of the options available and the issues associated with this form of assessment from an inclusive educator perspective are outlined on the Remote Teaching Resource.
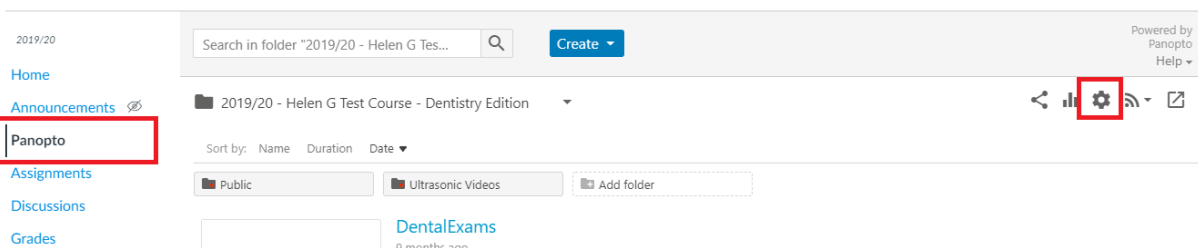
Process Overview

- The recommended process for conducting live audio or video assessments is to set up a Zoom call integrated into a Canvas course.
- This Zoom call can then be recorded for moderation purposes. It will automatically be uploaded to Panopto.
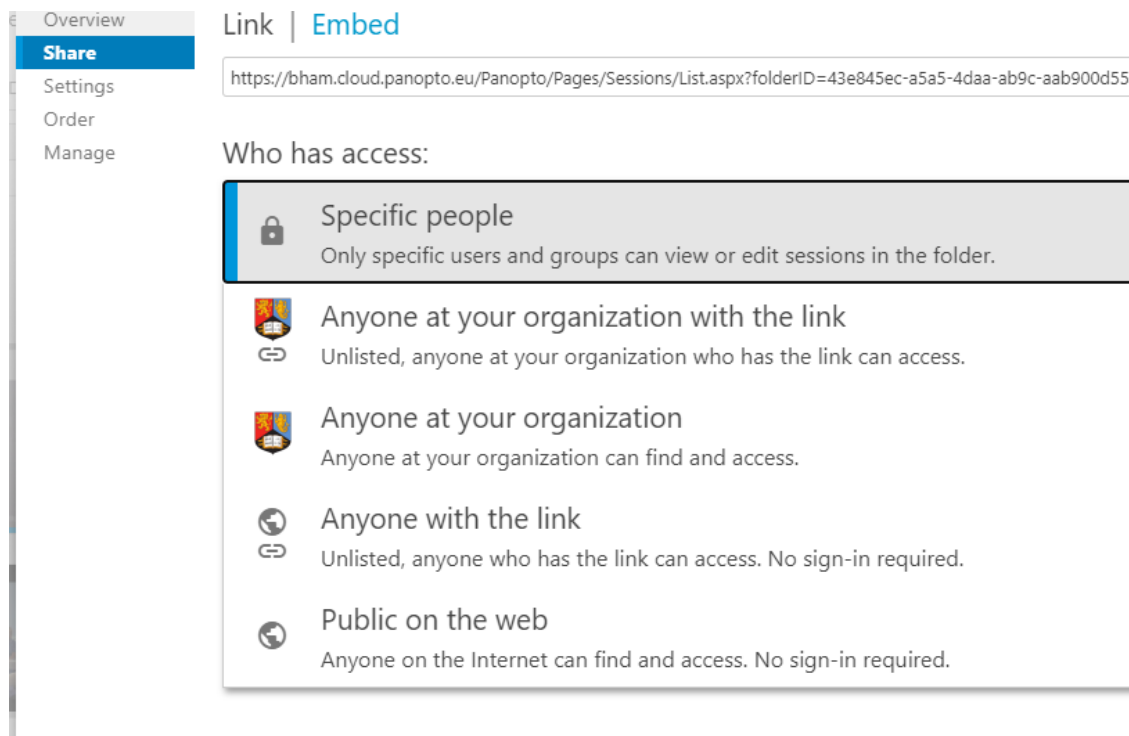
Changing Panopto Permission Settings

If you require your recorded calls to be private and inaccessible to students, you can change the permission settings of your Panopto folder.

- Open the Panopto menu link in your Canvas course and click the settings cogwheel icon.
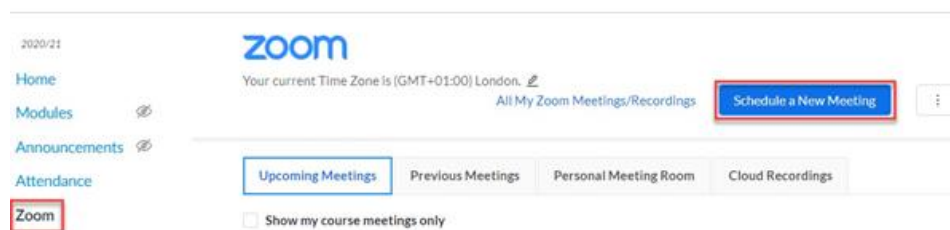
- Under the 'Share' menu, you can change who has access to the folder.

- For a full guide, please refer to the Gateway page on changing the availability of recordings

Setting up Zoom meetings via Canvas

- Open the Zoom menu link in your Canvas course and select 'Schedule a New Meeting'.

- Name your Zoom meeting using a clear naming convention.

- Set the Date, Time and Duration of meeting

- Scroll down and save the meeting. A meeting summary page will display your chosen details.   To view all the scheduled meetings, select the Zoom menu link in Canvas.
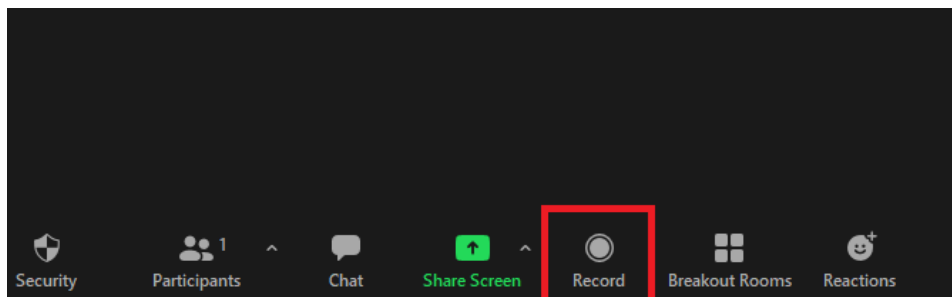

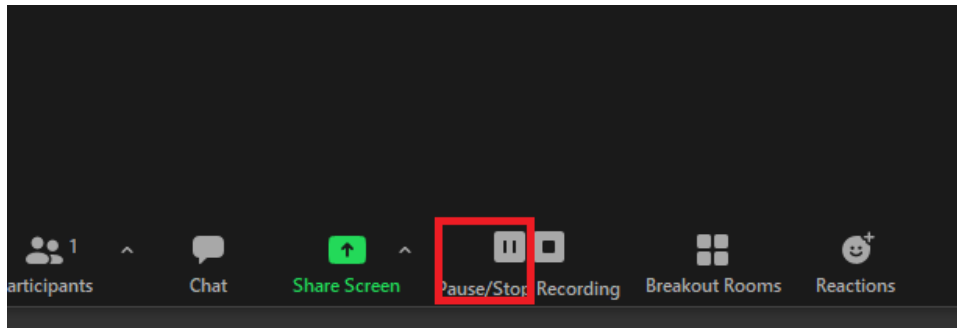Zoom meetings scheduled through Canvas will:

- Be available to all students on that course
- Be visible to students through the Canvas course menu Zoom link
- Be added to the Canvas calendar
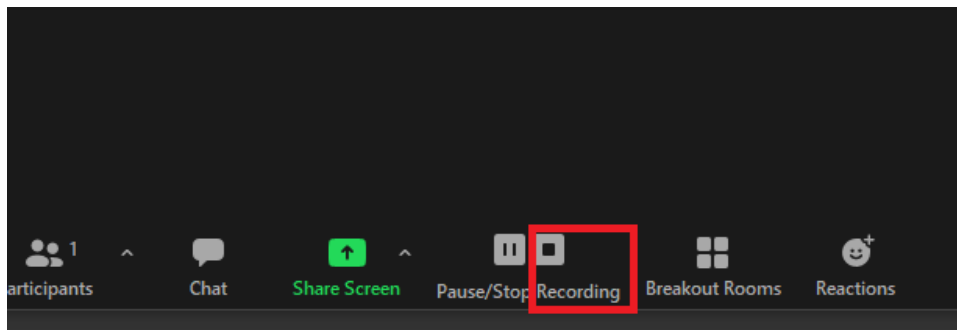- Be added to the Student App calendar

Recording a Zoom meeting

- You can begin to record the meeting by clicking the **Record** button at the bottom of the screen.

- You can pause the recording by clicking the **Pause** button.

- Clicking the **Stop Recording** button will end the recording. It will be available to view in the Panopto folder.

Additional resources

If your students ask about training resources for Zoom an Introduction to Learning Zoom is available through LinkedIn Learning via The Digital Services for Students portal accessible through my.bham.ac.uk.

If your students request guidance on presentation software the following resources will be of help:

Microsoft PowerPoint

Extensive support materials are available on LinkedIn Learning that students can access via my.bham.ac.uk. The Digital Services for Students link will direct them to LinkedIn Learning.

LinkedIn Learning course for Recording Slideshow View

The Library also provide online training in PowerPoint

Alternative presentation platforms

Other platforms for creating presentations are covered in the [Library's resources on Canvas](). Many of these solutions rely on the user recording what is happening on their screen. Guidance is available through LinkedIn Learning accessible from The Digital Services for Students link via [my.bham.ac.uk]().